

February 28, 2014

To Prospective Offerors:

The Embassy of the United States of America requires contracting a company that shall provide preventive maintenance services for the Post Building Automation System (BAS) at the American Consulate located at Calle Santa Ana y Av. José Rodríguez Bonin, Sector San Eduardo in Guayaquil, Ecuador.

The Contractor shall maintain the following systems in a safe, reliable and efficient operating condition.

1. BAS (CAA/Non-CAA) - Controls HVAC, Fuel, Fire Alarm, Water Treatment, Generators, ATS, and water meters.

The main BAS controls the operation of the heating, ventilation and air conditioning (HVAC) system throughout the Consulate. It senses air flows and temperatures and controls the operations of the chillers, fans, pumps, louvers and other HVAC components in response to preset instructions and parameters. It also monitors potable water, fuel supply systems, and other systems. A separate, smaller BAS accomplishes a similar and more limited function for the Controlled Access Area (CAA).

The Contractor shall provide all materials, supervision, labor, tools and equipment to perform preventive maintenance. All personnel working in the vicinity shall wear and /or use safety protection while all work is performed if the situation requires. Any questions or injuries shall be brought to the attention of the Post Occupation Safety and Health Officer (POSHO). Material Safety Data Sheets (MSDS) shall be provided by the Contractor for all HAZMAT materials.

The Contractor shall provide the services of trained and qualified technicians to inspect, adjust, and perform scheduled preventive maintenance; and provide consumable materials.

**Past Performance Experience:**

Any prospective company must have a history of successful past performance.

**Duration of the contract:**

The resultant contract will be a fixed price contract for one base year and four one-year option periods (possibility of a five-year contract) to be exercised at the option of the US Government.

**Anticipated Schedule:**

The solicitation for the aforementioned services will be issued in March of 2014.

Please contact Jose Balseca, telephone 2398-5284, email [BalsecaJJ@state.gov](mailto:BalsecaJJ@state.gov) , Ramon Best, telephone 2398-5106, email [BestRE@state.gov](mailto:BestRE@state.gov) or Cecilia Rosero [roseroc@state.gov](mailto:roseroc@state.gov) if you are interested in receiving a copy of the solicitation package.